**Wiggenhall St Mary Magdalen** **Parish Council**

Before the meeting Ray Thornalley met with councillors and answered their questions concerning management of cemeteries

**Minutes of the Ordinary Meeting of the above named Parish Council held on 13 July 2017**

**Present - Cllrs:** J Anderson, R Bone, R Chitty, E Fisher (Chairman), P Heyes, P Koczerzat, J Morton,

Clerk – S Goodwin 2 members of the public

1. **Apologies for absence**

None

1. **Minutes of Meetings**

8 and 29 June 2017. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

1. **Declarations of Interest and Requests for Dispensations**

None

1. **Public Speaking**

None

1. **Co-option**

Vacancies are still advertised on PC noticeboard, PC website, in Village Voice and Eagre News

1. **Matters arising (for information only)**

*45.17b* The Noted Liars project in which children from Magdalen school appeared was attended by clerk and Cllr. Morton. The performance was excellent and a formal letter of congratulation is to be sent to the school. Clerk and Cllr. Morton had sent their own personal letter of thanks

1. **Correspondence (for information only)**

a Complaints had been received about motorbikes on the playing field. Police had attended and chairman of Magdalen Village Hall Committee is to put suggestion forward concerning sign about motorbikes on the field

b Accounts for Magdalen Hall for 16/17 have been received and will be circulated

c SNAP (Safer Neighbourhood Action Plan) minutes for 7 June. Copy in folder

d Preparation for the General Data Protection Regulation (GDPR). Copy in folder

e Education Partnership Service asking Governing Bodies of schools to consider their vulnerable pupils and the capacity of their schools to meet the needs of the individual children. Review to be sent to schools in September for response in November

f King’s Lynn Stakeholder meeting 17th July. Details sent to councillors 5 July

g Letter received from parishioner concerned about footpath signs and footpaths

1. **Highways**

a Letters sent to several owners of village property concerning overgrown vegetation resulted in action being taken in most cases.

b Dog waste bins installed w/c 12 June. Thank you given to councillors. Old bin is to be disposed of and new bin purchase and installation location to be on next agenda

ci Cllr. Fisher, A Wallace (NCC engineer) and Terry Sturgeon (Westcotec) met to discuss bus shelter. Location confirmed and A Wallace asked to agree licence application sent to him 19 April. £5000 agreed by Westcotec for bus shelter specifications requested by PC. Parish Parnership informed of change of price and asked if they can assist with extra cost.

**65.17 Highways (Cont’d)**

cii 20 mph advisory sign for Park Crescent to be installed during school summer holidays

ciii Trod should be completed by December 2017. Network Rail has lifted embargo on works taking place near railway.

d Complaints received about Footpaths 4 and 9. Clerk to arrange meeting between Cllr Heyes and farm manager.

1. **Emergency Plan**

Provisional dates for emergency planning public event are 13 or 27 September and will be in the evening with attendance by St Johns Ambulance to give CPR advice. Event to be advertised in Eagre News.

1. **Reports**

a Flood Working Group met with Brian Long and Dave Robson. Written report given to all councilors.

b Cleaning Group – Next cleanup to be done in July/August

c Speedwatch Team – checks continue with letters being sent to offenders by police

d SNAP (Safer Neighbourhood Action Plan) next meeting to be attended by Cllr Fisher.

1. **Cemetery**

a Ray Thornalley had offered several suggestions for regulating maintenance in the cemetery. Clerk is to liaise with councillors and a draft set of regulations to be presented at September meeting with a view to them being formalised and placed on a notice board in the cemetery

b Complaints had been received from 2 families concerning infilling of sunken graves. One was objecting to the infill and the untidy state it left the grave in and the other was complaining that grave needed infilling. Clerk to respond.

c Clerk and Cllr. Heyes to attend cemetery management course at Swaffham, 24 October, £55 each

d Permission granted for single headstone and double width base for adjacent graves. Memorial regulations to be amended to show that this should always be the case for one headstone referring to 2 adjacent graves

e UK Power will be reducing height of the Eucalyptus tree as it is touching the power cables

f Cllr. Fisher to inspect cemetery monthly and present report at PC meeting

1. **Grazing Land**

a N Brooker asked to reinstate fencing of plots 15-20 in correct position as it had been moved to encompasss roadway in plots. Fencing across roadway has been removed but plots remain unfenced.

b Clerk asked 2 contractors to contact and arrange visit with a view tender to ‘top’ vacant plots on an annual basis. No contact made. M Nolan has offered to continue with topping as he has done for last year on an informal basis. Situation to be formalised with clerk writing to him for invoice for work done and quotation for future work.

c Cllrs. Anderson and Heyes to inspect grazing land each month and give report at PC meeting

1. **Review Standing Orders**

No changes were made

1. **Electoral Review of King’s Lynn and West Norfolk**

Clerk had attended meeting and forwarded copy of presentation to councillors. No change appears to be recommended for Magdalen Parish and comment is to be sent approving of this

1. **Planning**

None

1. **Finance**

a Resolved to accept monthly accounts to 30 June

b Resolved to agree to pay SLCC and ALCC membership fees

c Agreed to order 2 copies of Good Councillor Guide to Finance and Transparency for clerk at a cost of £3.95 each plus delivery. Downloaded copy also available on PC records

d Resolved to agree cheques to be signed and online payments made



e Annual Governance Statement had been returned as incorrect Precept figure had been entered. This was corrected, initialled and returned. This will mean an extra fee of £25. Clerk apologised.

1. **Councillors Concerns and Future Agenda Items**

H Carrier to be asked if she will give further website tuition to Cllrs Fisher, Heyes and Koczerzat

1. **Public Speaking**

None

1. **Date of Next Meeting**

14 September 2017

Meeting closed at 9.00pm

Chairman …………………………………………………. Date …………………………………..